

**Minutes for Waterboro Board of Selectmen Meeting
July 5, 2022, at Waterboro Town Hall
5:45 p.m. Executive Session - 6:00 p.m. Regular Meeting**

Pursuant to 1 M.R.S.A §405 (6)(a) – Discussion of a Personnel Matter – Interview potential committee member

All Selectmen except for Michael Provencher and Dana Brown were present for the Executive Session. The potential committee member was interviewed.

David Chauvette made a motion to enter into Executive Session at 5:53 p.m.. Dwayne Woodsome seconded the motion. The motion passed 3 – 0.

Dwayne Woodsome made a motion to come out of Executive Session at 6:07 p.m. David Chauvette seconded the motion. The motion passed 3 – 0.

1. PLEDGE OF ALLEGIANCE:

Chairman Abbott started the regular meeting with the Pledge of Allegiance at 6:11 p.m.

Attendance Select Board: Dennis Abbott, Dwayne Woodsome, and David Chauvette. Michael Provencher and Dana Brown were absent.

Attendance other attendees: Matt Bors, Laura Lowe, and David Lowe.

2. PUBLIC HEARINGS:

Public Hearing is to receive public comment on Proposed Amendments to the Special Amusement Ordinance

Chairman Abbott went over the proposed changes to the Special Amusement Ordinance. The changes allow a renewal applicant to forgo holding a public hearing every year except for the first event. This is only if the applicant has not had any complaints against them for this event. Other changes to the Ordinance dealt with complaints that come into the Town Hall regarding an event and some minor formatting changes.

There were no emailed questions or in person questions from the public. Chairman Abbott closed the public hearing at 6:14 p.m.

3. ANNOUNCEMENTS – none.

4. ADDITIONS OR DELETIONS TO AGENDA – none.

5. APPOINTMENT – none.

6. PUBLIC COMMENTS – none.

7. CORRESPONDENCE – Available upon request.

a. Treasurer's reports

b. Letter from Planning Board denying proposed request for Zoning Ordinance Change: To allow Marijuana Grow Facility anywhere in the AR Zone.

8. REPORTS & STAFF INITIATIVES

a. Selectmen's reports:

David Chauvette – Requested that all residents make sure they have their house numbers up so that emergency staff can find a location of a residence when needed.

Dwayne Woodsome – Stated that we can assist elderly or disabled residents who need help purchasing or installing their house numbers. Please call the Town Hall to notify us and we will make sure to get you the help you need.

The Town Administrator Report was not on the agenda because Matt was supposed to be on vacation. His vacation has been postponed a week so he was able to attend the meeting and give a report:

General Information/Consideration:

- We have posted the Finance/HR position- once we receive a few applicants we can begin to review and schedule interviews
- Georgia Hall (Assessing Assistant/Customer Service) has submitted her resignation. Her last day will be July 12th. I have updated the job description and have posted online with MMA and will run a small ad with the Reporter
- Julie obtained 3 estimates for finance options to move forward with our CIP projects in FY 22-23. Gorham Leasing provided the best option, which we will utilize at 3.75% (Trackless side walk Tractor) and 3.87% (SCBA air packs)
- We have received the remaining ARPA funds from the State of Maine
- CMP completed the upgrade of the streetlights a few months ago. Currently the monthly bill has been about \$215.00 less than previous bills

DPW Updates:

- We have received an initial quote from Southern Maine Irrigation for work at Friendship Park. It looks like the cost will be about 13K. We will be seeking additional estimates for comparison and hopefully make this work collaboratively with everyone.
- Estimates to fertilize the ball field were about \$4,500 for the season, recommended minimally to get us back on track. I appreciate the suggestions from Dwayne this past week regarding assistance with seed and fertilizers moving forward.
- We will need to evaluate and most likely need to budget additional funds for park maintenance and improvements moving forward
- Deering Ridge Road paving has been completed

Fire Department:

- Dennis and I have both signed the ambulance purchase agreement.
- We will hopefully finalize our SCBA Air Packs and work with Gorham Leasing to finalize this purchase prior to additional price increases. Once we have the lease documents complete, I will bring those before the board:

Gorham Leasing
3.75% Trackless Machine
3.87% SCBA

Androscoggin Bank
4.09 Trackless
4.12 SCBA

Partners Bank
3.8 Trackless
4.0 SCBA

9. NEW BUSINESS:

- a. Discuss/vote to appoint a member to various committees

David Chauvette made a motion to appoint Luna Pitaniello to the Economic Development Committee, Cemetery Committee, and the Assessing Board of Review. Dwayne Woodsome seconded the motion. The motion passed 3 – 0.

- b. Discuss/vote on proposed changes to the Special Amusement Ordinance

Dwayne Woodsome made a motion to approve the proposed changes to the Special Amusement Ordinance. David Chauvette seconded the motion. The motion passed 3 – 0.

- c. Discuss/vote to call for a referendum to establish a Charter Commission

Per the Town of Waterboro's Charter, the question to establish a Charter Commission needs to be put to the voters every 10 years from the effective date of the Charter. The Charter was last amended and effective July 1, 2013.

Dwayne Woodsome made a motion to have a referendum question on the November Election ballot asking voters if they want to establish a Charter Commission. David Chauvette seconded the motion. The motion passed 3 – 0.

- d. Discuss/vote to sign the Resolution of Adoption of York County Hazard Mitigation Plan

Dwayne Woodsome made a motion that the Select Board signs the York County Hazard Mitigation Plan. David Chauvette seconded the motion. The motion passed 3 – 0.

10. OLD BUSINESS:

- a. Discuss/vote on committee appointment renewals to expire June 30, 2022

Chairman Abbott read the list of committee members that are up for re-appointment.

Dwayne Woodsome made a motion to re-appoint the members to the committees that were just listed for re-appointment for a three year or five year term depending on the committee. David Chauvette seconded the motion. The motion passed 3 – 0.

- b. Discuss/vote on appointing Mike Gilpatrick as Health Officer indefinitely

David Chauvette made a motion to appoint Michael Gilpatrick as Health Officer indefinitely. Dwayne Woodsome seconded the motion. The motion passed 3 – 0.

11. OTHER:

- a. Discuss/vote to approve the minutes of the June 21, 2022, regular meeting.

Dwayne Woodsome made a motion to approve the minutes of the June 21st meeting. David Chauvette seconded the motion. The motion passed 3 – 0.

12. PENDING DECISIONS:

- a. November Election Issues

There is a Select Board vacancy due to Dana Brown's resignation. His term ends June, 2023. If anyone is interested in running, the available term will be from the first meeting in November (Nov. 15) after the election until June, 2023 and then the elected Selectman will have to re-run in the June election for a three year term. Below is the time line from the Town Clerk for the November election:

- Nomination Papers will be available Wednesday August 10, 2022.
- Nomination Papers will be due Monday September 26, 2022.
- The Clerk's office will be accepting Absentee Requests starting Friday September 09, 2022.
- Absentee Ballots SHOULD be available to the public by Monday October 10, 2022.

We need the proper wording from Natalie (Town Attorney) to establish a Charter commission.

13. WEEK'S ACTION LIST :

Schedule a Workshop regarding the Contract Deputy position with Matt & Select Board for the next regular meeting on July 19th at 5:00 p.m.

Matt to set up meeting with Little League regarding repair of Friendship Park Field and Lion's Field

14. DISCUSSION OF AGENDA ITEMS

Two additional voting machines for the November election needs to be looked into

Meet with Little League regarding repair of Friendship Park Field and Lions Field

Limited space in Town Hall and we just added a position so we may need to add an office

15. ITEMS NEEDING SIGNATURE

- a. York County Hazard Mitigation Resolution of Adoption

The Select Board signed the York County Hazard Mitigation Plan

16. ADJOURN

Dwayne Woodsome made a motion to adjourn the meeting at 6:44 p.m. David Chauvette seconded the motion. The motion passed 3 – 0.